



JUSTIS Information System for the District
of Columbia

Phase 3 Project file

JUSTIS Data Quality Alliance Design Document

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1. Introduction

1.1 Purpose of This Document

This Data Quality Alliance working group was established to discuss issues surrounding the importance of a criminal justice information system providing accurate and timely information to the agency users. The working group was comprised of several Criminal Justice Coordinating Council (CJCC) agencies and over the course of five Joint Application Design (JAD) sessions, agency members discussed various methods users and agency Information Technology professionals may employ to identify and resolve suspected discrepancies in justice data.

This document details the functional requirements as discussed in the JAD sessions and provides a conceptual model of the Data Quality Alliance Portal.

1.2 Audience

The members of the Data Quality Alliance Working Group, the Criminal Justice Coordinating Council (CJCC), and the Information Technology Advisory Council (ITAC) are the primary stakeholders.

1.3 Document Maintenance and Security

This document is produced by KPMG Consulting, Inc. and will be used for the development of the Data Quality Alliance functionality within JUSTIS. The information contained within is not sensitive in nature and may be produced for public distribution.

2. Data Quality Alliance Background

The Criminal Justice Coordinating Council established a working group to examine the quality of information contained in JUSTIS. It became apparent from the beginning of this working group, hereto referred to as the Data Quality Alliance, that data inconsistencies do exist among the member agencies when dealing with certain common or shared data elements. The benefit of having a system to share data across various justice agencies is decreased when administrators have to verify information prior to taking action. In response to this the Criminal Justice Coordinating Council issued a Statement of Work that addressed this specific concern.

The JUSTIS Phase 3 Statement of Work issued by the District defines this task as follows:

The mission of a justice information system is to provide accurate, timely and complete information to a justice official so that better informed decisions may be made. JUSTIS provided the means for many users, perhaps for the first time, to compare data collected by different agencies – on the same page, at the same time. The users immediately discovered differences between what discrete agencies provided as the “truth” about an offender. Some of the differences lacked importance. But when different agencies had different fingerprint supported identification numbers, different names, different case data for the same individual, how could informed decisions, much less better informed decisions, result?

JUSTIS cannot “scrub” or correct erroneous data; it cannot undo past errors. JUSTIS can however provide a facility to reconcile different records and to promote improved data quality. JUSTIS Phase 3 will establish a means for suspected errors and differences in data pertaining to an offender to be reported to the originating agency and those agencies down-stream of that agency’s processing. The facility will promote the reexamination of the data and support the reporting of any action taken based upon the examination.

The members of the Data Quality Alliance working group met over the course of five weeks to discuss issues surrounding data quality within JUSTIS. Such discussion topics included current data resolution processes for agencies, parties responsible for data quality efforts at each agency, processes for the identification of suspected data inconsistencies, processes for the reporting of the data element(s) in question to the appropriate parties, and processes for the resolution of inconsistent data elements.

3. Data Quality Alliance Joint Application Design (JAD) Sessions Summary

The Data Quality Alliance JAD sessions served as a forum for the open discussion and collaboration between participating JUSTIS agencies and the JUSTIS Implementation Team. Five weekly JAD sessions were held to determine the Data Quality Alliance business process design, the technical design, and specifications. End users as well as systems and data administrators were on hand to offer their opinions and insights, which formed the basis for the conceptual design of the Data Quality Alliance solution.

The following is a collection of the notes from each JAD session. The notes include all discussion and findings for each session. The following table provided below lists the meeting participants for the JAD sessions.

Data Quality Alliance Membership			
Name	Agency	Phone Number	Email Address
Earl Gillespie	CJCC (ITLO)	(202) 727-7862	earl.Gillespie@dc.gov
Dave Kenamer	CJCC (ITSO)	(202) 727-1932	david.Kenamer@dc.gov
Frank Nowicki	DCSC	(202) 879-1107	Nowickfj@dcsc.gov
Debbie Grafton	DCSC	(202) 879-1790	graftod@dcsc.gov
Arlington Sellers	DCSC	(202) 879-1944	sellerac@dcsc.gov
Janice Bergin	PSA	(202) 220-5651	janice.bergin@csosa.gov
Diana Lowery	PSA	(202) 585-7932	diana.Lowery@csosa.gov
Karen Brown	PSA	(202) 585-7936	Karen.brown@csosa.gov
Dennis Caravantes	PSA	(202) 585-7932	Dennis.caravantes@csosa.gov
Gerry Palombi	KPMG Consulting, Inc.	(703) 747-6148	gpalombi@kpmg.com
Tony Curington Jr.	KPMG Consulting, Inc.	(202) 533-4664	tcuringtonjr@kpmg.com
Vidyababu Kuppusamy	KPMG Consulting, Inc.	(202) 533-4716	vkuppusamy@kpmg.com

Data Quality Alliance Membership			
Name	Agency	Phone Number	Email Address
Matthew Larsen	KPMG Consulting, Inc.	(202) 533-3224	matthewlarsen@kpmg.com
LaDonica Reed	KPMG Consulting, Inc.	(202) 533-6378	ladonicareed@kpmg.com
Vanness Hughes	YSA	(202) 724-5071	vhughes@ysa.dcgov.org
Laura Caldwell-Aden	YSA	(202) 724-8767	lcaldwell@ysa.dcgov.org
Vihky Smith	MPDC	(202) 727-8663	vsmith@mpdc.org
Thelma James	MDPC	(202) 727-9415	tjames@mpdc.org
Anne Schmidt	OCT	(202) 616-2198	Annesley.Schmidt@csosa.gov
Janice Sheppard	OCC	(202) 727-6354	Janicesheppard@dc.gov

3.1 JAD Session #1

This meeting was the first of 5 scheduled Joint Application Design (JAD) sessions to discuss and develop the requirements for the JUSTIS Data Quality Alliance functionality. The JUSTIS Implementation Team coordinated the JAD discussions and provided relevant materials.

Earl Gillespie, the CJCC Information Technology Liaison Officer (ITLO), began the discussion by stating the purpose of the sessions and how implementing a data quality component will enable users to more effectively administer criminal justice within the District. The ITLO noted that Frank Nowicki of the Superior Court of the District of Columbia would be the Chair of the JAD sessions. The ITLO, and the JUSTIS Implementation Team provided the JAD session members with background information on JUSTIS, the current functionality and the proposed future functionality.

The ITLO, continued the meeting with introductions and establishing the purpose of the Data Quality Alliance committee, (DQA). Frank Nowicki, stated that he wanted the contact information for non-attendees, so that he could remind them and their Department Directors the necessity of agency participation. He expressed frustration because of the lack of attendance by agency representation. Janice Bergin, the Core Data Transfer (CDT) Chair, stated that maybe the DQA and CDT JAD sessions should be combined with

the hope of increasing agency attendance. The ITLO acknowledged her suggestion and stated that such an action might result in a lack of focus or an inability to complete the predetermined structured goals. However, the ITLO also expressed his dissatisfaction with attendance and said that after the next JAD session if attendance was still unsatisfactory a new solution would have to be discussed.

Matthew Larsen of the JUSTIS Implementation Team provided JAD members with an overview of the current system functionality and a brief overview of the Management Definition Guide. The JUSTIS Inquiry Application was demonstrated to provide members with an opportunity to see how data inconsistencies are identified, reported, and resolved within the justice community. Following the demonstration, members were asked by the ITLO to discuss the methods currently employed by their agencies to identify and correct data inconsistencies. Janice Bergen of the Pre-Trial Services Agency (PSA) noted that most of the time PDID's are incorrectly entered on the lockup list and need to be corrected. That agency has no automated process in place to handle data irregularities at this time. Vanness Hughes of the Youth Services Agency (YSA) commented that their agency does not have a central processing facility or mechanism to handle error correction. Debbie Grafton of the Superior Court of the District of Columbia (DCSC) noted that inconsistencies are corrected most often when a defendant during proceedings notices an inconsistency on their paperwork and then a clerk is alerted to it and resolves the discrepancy. This discussion brought to light the varied forms of data irregularities resolution processes in place at the agencies and focused on the need for an automated process to handle the correction of inconsistencies. Mr. Larsen reviewed the conceptual Data Quality process as it was detailed in the accepted KPMG Consulting Proposal. The process flow diagram was detailed and generated discussion points centering on identification of contradictions, the reporting of the irregularities to the appropriate Data Quality Alliance (DQA) member, and the resolution of the inconsistencies.

The ITLO reiterated that the deployment of a tracking number and its integration into JUSTIS would provide users the ability to track offenders as they progress through the criminal justice system and all contributed records would be able to be associated with the individual arrest. All participants agreed that the use of a tracking number would provide a universal unique identifier for data that would help users and agencies relate data inconsistencies to their resolutions across agency platforms.

Identification of Data Inconsistencies

The ITLO suggested the process of identifying data contradictions should be entirely automated. The proposed solution allows the user to enter in a number of data elements, such as the suspected data quality and any comments pertaining to the data element(s) in question. This is to allow for the minimal entry of information by users, which reduces delay in the error resolution process. The identification of inconsistencies may be handled by highlighting the data element(s) in question and then sending the whole record to the appropriate DQA for review.

Reporting of Data Inconsistencies

The proposed mechanism for the reporting of data inconsistencies is via a special web page for Data Quality Alliance members. The discussion group articulated a strong desire

to document any changes and attach a history section to a record or file. They suggested that the process might flow something similar to:

1. A user submits a suspected data error form through JUSTIS
2. The originating agency views the suspected data error form
3. The agency reviews the data's accuracy
4. The data is altered or the data is confirmed valid
5. A history section is populated stating that the data has been reviewed by the originating agency and the correct action has been applied

Resolution of Data Inconsistencies

The discussion group developed several scenarios that might provide opportunities for data inconsistencies and data irregularities and their possible workflow challenges. The discussion group is analyzing these scenarios and workflow challenges to discuss possible solutions.

Open Issues

1. A specific timeline for the establishment of a tracking number.
2. How does an agency know it has bad data?
3. Should all DQA's be notified of data inconsistencies even if their agency is not granted access to certain information?
4. How do you notify the DQA's of the data error problem?

3.2 JAD Session #2

This meeting was the second of five scheduled Joint Application Design (JAD) sessions to discuss and develop the requirements for the JUSTIS Data Quality Alliance (DQA) functionality. The JUSTIS Implementation Team coordinated the JAD discussions and provided relevant materials.

Frank Nowicki, the DQA Chair, commenced the meeting with attendee greetings and introductions. Mr. Nowicki requested that Matthew Larsen of KPMG Consulting, Inc. recap the previous meeting. Mr. Larsen briefly reviewed the April 24, 2002, DQA meeting notes. Vicky Smith, of MPD asked for clarification regarding the meeting notes statement that some PDID's are entered incorrectly. The group clarified that the PDID discrepancies that occur most frequently are due to human error. The data entry process for many agencies is for individuals to key information into an agencies information system. All participants

agreed that human errors could increase the probability of transposed letters and numbers or other typographical inaccuracies. The opportunity of further human error instances is increased when data is manually entered from agency to agency. Group participants acknowledge that data discrepancies exist and reviewed their current process for interagency discussion of data inconsistencies.

Although the majority of data inconsistencies occur through the manual input of data into legacy systems, there are some system design flaws that allow data inconsistencies to promulgate. One such example is the ability to have multiple individuals associated with the same PDID within CJIS. This is a design flaw inherent in the design of the information system that exists through no fault of the users or data processors.

Diana Lowery of PSA, produced examples of conflicting offender data. She stated that PSA's current policy for addressing data irregularities is through a time-consuming verification process. Upon verification of the data, and if data modification is necessary, PSA will contact the originating agency for action. Currently this interagency process is ad hoc and is processed as time permits. Thelma James of MPD, agreed that most agencies have an ad hoc procedure of peer networking to facilitate data accuracy.

Ms. Smith inquired to how the tracking number is going to be maintained constantly. Matthew stated that the tracking number would be generated from the arrest record.

Questions were raised regarding inter agency communication protocol for example:

1. If an agency Data Quality Alliance official alters a suspected data inconsistency how would they notify an agency that has previously received the data downstream from his/her agency?
2. In turn, how would an agency DQA official know if they have received bad data from another agency that is later corrected?
3. Should an agency notify all DQA officials of possible data conflicts or only agencies that have access to their data?

Questions one and two remain open issues, the group came to an agreement on question three concluding that JUSTIS will have a separate area for users to view data inconsistency reports and the appropriate actions taken. Participants stated that it is not the responsibility of DQAs to contact users if a conflicting record has been changed or altered.

Dave Kennamer, the CJCC Information Technology Security Officer (ITSO), emphasized the necessity of a history section on reviewed or altered records. A key asset of the history section is the creation of an event log resulting in an audit trail.

The discussion continued recapping the action items from last week focusing specifically on Identification of Data Inconsistencies and the Reporting of Data Inconsistencies. Vidyababu Kuppusamy of KPMG Consulting, Inc. demonstrated a DQA application prototype. As data inconsistencies are encountered users are able to enter information into a text box and the information is sent to the appropriate DQA. The system replies with a response page stating that comments have been sent to the agency DQA requesting the review of questionable data. The request is then logged into a history database and is

attached to the record via the tracking number. This history is accessible by clicking on the hyperlinks displayed at the bottom of the record. This has become an Action Item for the next meeting.

During the demonstration Ms. Smith stated that there are many areas on the PDID, which cannot be changed. Once an offender provides the information for their PDID the process will not allow changes on certain data elements. For example if an offender provides false data on their PDID the false data can help provide evidence in a court of law to evaluate a defendants credibility. The group arrived at the consensus that member agencies should determine what data elements they are allowed to change. This has become an Action Item for the next meeting.

MPD defines a case or record as active as once the charges have been filed and a determination has to be made if the person is eligible for release. If the person is eligible for release, any fines that are due are paid, and the person is released. If they are not eligible for release, the case is considered active and will remain open until MPD receives final disposition from the courts. The group determined that member agencies should describe their agency's timeline for an active case or record.

While reviewing the prototype it was determined that this process could over burden DQAs due to the potential of confusion generated by the freedom to type volumes of information granted by a text box. Through a brainstorming process the idea of developing selectable categories to send data discrepancies to DQAs was determined to be a more suitable alternative. Discussion participants concluded that categories should be determined to classify the data elements. This would help identify a data element vocabulary from agency to agency. Possible categories might be demographic, identification, personal, numeric and others to be determined by member agencies. The discussion group requested a DQA portal for statistical analysis giving agencies an opportunity for a Macro view of data inconsistencies.

3.3 JAD Session #3

This meeting was the third of 5 scheduled Joint Application Design (JAD) sessions to discuss and develop the requirements for the JUSTIS Data Quality Alliance (DQA) functionality. The JUSTIS Implementation Team coordinated the JAD discussions and provided relevant materials.

Frank Nowicki, the DQA Chair, commenced the meeting with attendee greetings and introductions. Mr. Larsen of KPMG Consulting, Inc. provided an overview of the previous JAD session while attendees reviewed the meeting notes from May 1, 2002. Debbie Grafton of Superior Court of the District of Columbia asked for clarification on regarding the DQA portal. The group stated that the team had requested a DQA portal where agency DQAs could login and review comments sent by users. The members reiterated that it is not the responsibility of DQAs to contact users if a conflicting record has been changed or altered. The history will detail the actions taken by the user as well as the Data Quality Alliance member responsible for the agency data.

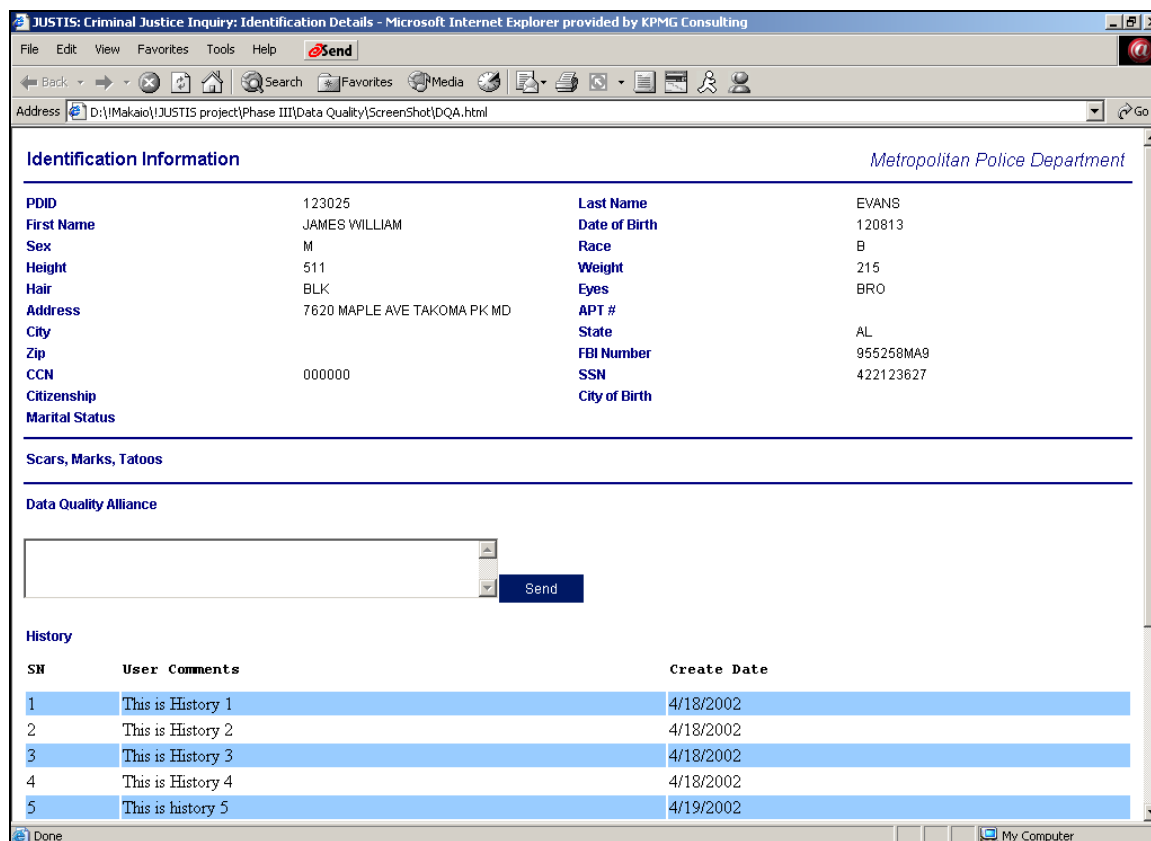
Diana Lowery of PSA, presented the elements that are changeable, stating that there should be a standard validation process to review questionable data. The data elements PSA will change are identified in the table below:

PSA Data Elements	
Active Records	Closed Records
All data elements	Identifiers (PDID)
	Offender Name
	Case disposition

Currently, changes will occur only after PSA has undergone a verification procedure to make sure the data element is indeed incorrect. The group agreed that prior to the DQA becoming part of the operational system; there should be a standard verification process in place for the validation of suspected inconsistent data. The process will be discussed in future meetings.

Members reviewed the Agency Active Record Timeline chart, prepared by KPMG Consulting, and provided input to help establish their agency's data life cycle. Updates were made to MPD, PSA, USAO, DCSC, CSOSA and PDS. This timeline will aid members in understanding what each agency considers an active case record. The chart is attached to the meeting notes as Appendix A.

Thelma James of MPD clarified that they could make address changes, to a closed record, in the case of obvious discrepancies, similar to the inaccuracy found in the data sample presented in the prototype. In this particular data sample, as shown in the screen shot below, the City/State is listed as Takoma Park MD, and the state is listed as AL.



SN	User	Comments	Create Date
1		This is History 1	4/18/2002
2		This is History 2	4/18/2002
3		This is History 3	4/18/2002
4		This is History 4	4/18/2002
5		This is history 5	4/19/2002

Figure 1 - JUSTIS Data Inconsistency Reporting Prototype

The members also stressed the need to have a common definition for status (Active, Pending, In Review) that the DQAs can use in the review process to alert users to what is going on. Each of the agencies has been given the task to decide on a common set of statuses for the next meeting

Vidyababu Kuppasamy and Matthew Larsen of KPMG Consulting demonstrated the new prototypes for the identification of data inconsistencies. The first evolved around the solution for using categories with drop down menus that was discussed at the last JAD session. This solution allows users to select data elements from categories for example, Identification, Demographic, and other possible categories. For instance, upon selecting Demographic Information, the system would then display those data elements associated with the Demographic Information in the format of radio buttons. The user would be able to select a radio button for the data element(s) that appear to be inconsistent. As an alternative to the radio buttons, the group discussed the possibility of having subdivisions for the categories. Upon selecting Demographic Information, another drop down data window will appear, allowing the user to select those data elements to be sent to the DQA. However, after further review, the participants decided that sub categories could be confusing and they wanted to keep it the solution simple.

Attendees questioned how the system would differentiate when there was a data inconsistency and movement in the process. As an example CSOSA may have one

address for an offender that is currently sentenced to a drug rehabilitation program, but PSA has another address for that offender. Both addresses are correct, yet the addresses displayed by CSOSA indicates the movement or processing of the offender in this case cycle. A possible solution to show movement in the data review and verification process is to color code actions and activities.

Mr. Kuppusamy demonstrated the second of the new prototypes. The second prototype was designed to show what data elements are available for review by the DQA. This prototype featured a red asterisk next to each changeable data element. A user would only be able to submit those marked data elements to the DQA for review. Several participants stated that it would be easier to have a user interface where they could check the data element and have that element populate a data field. Once that data field has been populated the system would create a statement and that statement would be available for the DQA's review. This concept will be presented to the group for review at the next scheduled JAD meeting.

During the review of the prototypes the group emphasized that they preferred simplicity to information overload. Members specified that they want to avoid creating an interface with a steep learning curve, maintaining that the system should be intuitive and easy for users to understand.

Appendix A

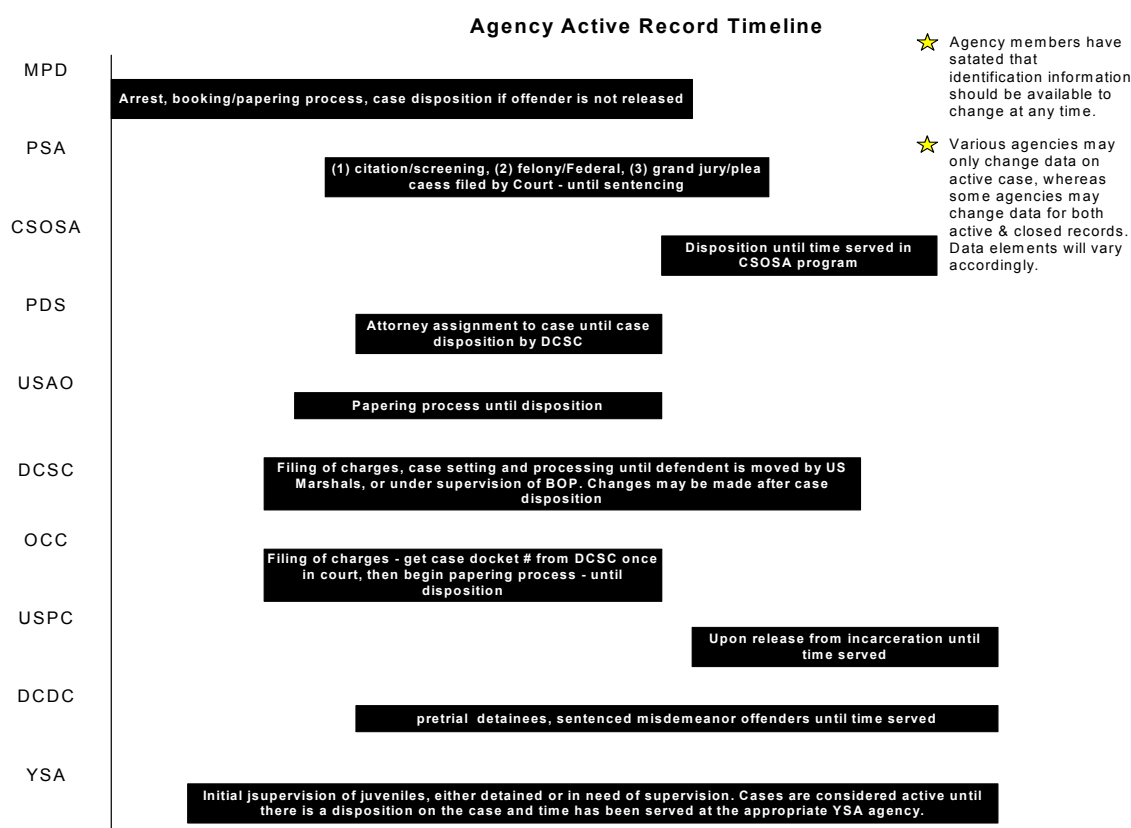


Figure 2 - JUSTIS Agency Active Record Timeline

3.4 JAD Session #4

This meeting was the fourth of five scheduled Joint Application Design (JAD) sessions to discuss and develop the requirements for the JUSTIS Data Quality Alliance (DQA) functionality. The JUSTIS Implementation Team coordinated the JAD discussions and provided relevant materials.

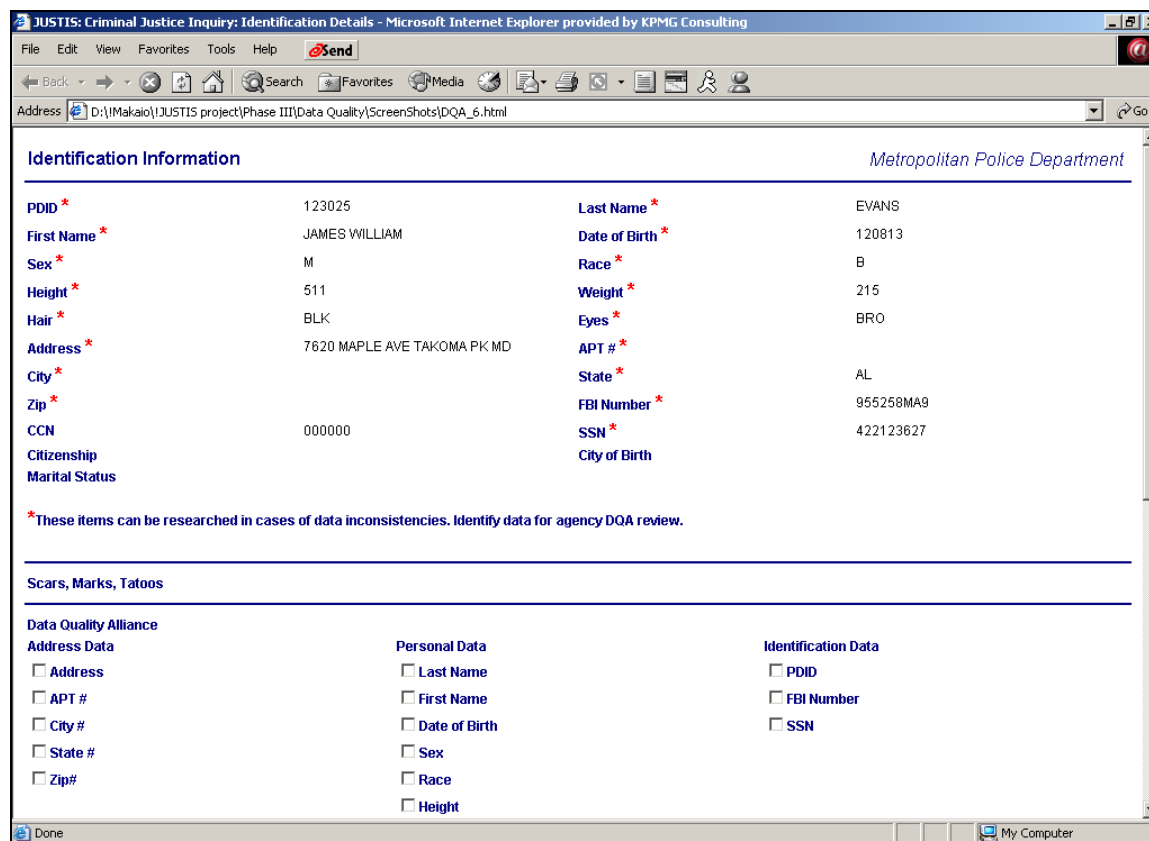
Frank Nowicki, the DQA Chair, commenced the meeting with attendee greetings and introductions. There were three new attendees, Arlington Sellers of DCSC, Dennis Caravantes of PSA and Laura Caldwell-Aden of YSA. To update the new attendees Matthew Larsen of KPMG Consulting, Inc. briefly reviewed the purpose of the DQA JAD sessions. Then he recapped previous meetings and action items. Two previous action items discussed were:

1. Member agencies should determine what data elements they are allowed to change
2. Agencies should determine the timeline for an active case or record

Mr. Larsen reviewed the revised Agency Active Record Timeline which, incorporated results from the second action item. Ms. Caldwell-Aden of YSA, stated that they were able to change all data elements however, they only change elements during the time of a young person's involvement with the Youth Services Agency. DCSC declared clearing up inconsistencies is not restricted by time nor do they enforce a statute of limitations for revising data elements. The data elements available for review by the Youth Services Agency as well the Superior Court for the District of Columbia is provided in Appendix 5.1. The discussion group expressed concern regarding the trickle down effect of data discrepancies and their impact on statistical reporting and aggregate data analysis.

Identification of the Data Inconsistencies

Mr. Larsen presented the recently developed prototypes based on previous JAD session discussions. The first prototype was designed to display the Identification process, and would allow users to identify data for review. KPMG Consulting, Inc. created two sample formats to accomplish this process. The first format that was presented used the data classification process requested by several group members. To submit an issue for review, a user would initially select the Send for DQA button, which displays the following window.



Identification Information			
Metropolitan Police Department			
PDID *	123025	Last Name *	EVANS
First Name *	JAMES WILLIAM	Date of Birth *	120813
Sex *	M	Race *	B
Height *	511	Weight *	215
Hair *	BLK	Eyes *	BRO
Address *	7620 MAPLE AVE TAKOMA PK MD	APT # *	
City *		State *	AL
Zip *		FBI Number *	955258MA9
CCN	000000	SSN *	422123627
Citizenship		City of Birth	
Marital Status			

*These items can be researched in cases of data inconsistencies. Identify data for agency DQA review.

Scars, Marks, Tattoos

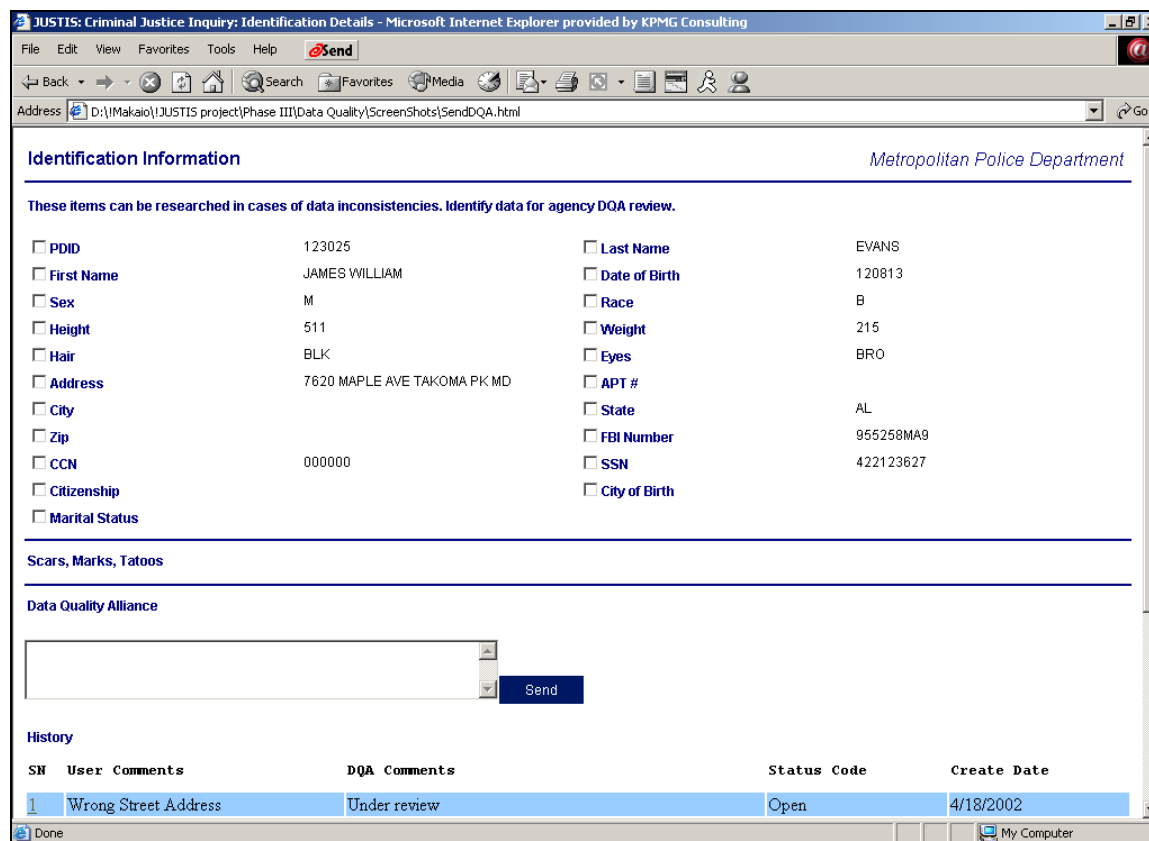
Data Quality Alliance

Address Data	Personal Data	Identification Data
<input type="checkbox"/> Address	<input type="checkbox"/> Last Name	<input type="checkbox"/> PDID
<input type="checkbox"/> APT #	<input type="checkbox"/> First Name	<input type="checkbox"/> FBI Number
<input type="checkbox"/> City #	<input type="checkbox"/> Date of Birth	<input type="checkbox"/> SSN
<input type="checkbox"/> State #	<input type="checkbox"/> Sex	
<input type="checkbox"/> Zip#	<input type="checkbox"/> Race	
	<input type="checkbox"/> Height	

Figure 3 - JUSTIS Data Inconsistency Identification Prototype 1

In this example, those data elements available for review are grouped according to agency classifications and the elements are displayed in the lower portion of the Data Quality Alliance window. Selection of a data element(s) is accomplished by placing a checkmark in a corresponding check box. The user also has the ability to enter in any comments in the User Comment Area. Selecting the Send button initiates the review process for the appropriate DQA member. Initial reaction to this alternative was mixed, with a majority of the attendees stating that it was too confusing.

A second alternative was presented to allow users to more easily identify data elements for review. This alternative also utilizes the check box concept and is shown in the screen shot below. The data elements available for review have a check box. It was discussed that only those elements for review would be displayed on this window, thereby decreasing the amount of information on the window.



Identification Information Metropolitan Police Department

These items can be researched in cases of data inconsistencies. Identify data for agency DQA review.

<input type="checkbox"/> PDID	123025	<input type="checkbox"/> Last Name	EVANS
<input type="checkbox"/> First Name	JAMES WILLIAM	<input type="checkbox"/> Date of Birth	120813
<input type="checkbox"/> Sex	M	<input type="checkbox"/> Race	B
<input type="checkbox"/> Height	511	<input type="checkbox"/> Weight	215
<input type="checkbox"/> Hair	BLK	<input type="checkbox"/> Eyes	BRO
<input type="checkbox"/> Address	7620 MAPLE AVE TAKOMA PK MD	<input type="checkbox"/> APT #	
<input type="checkbox"/> City		<input type="checkbox"/> State	AL
<input type="checkbox"/> Zip		<input type="checkbox"/> FBI Number	955258MA9
<input type="checkbox"/> CCN	000000	<input type="checkbox"/> SSN	422123627
<input type="checkbox"/> Citizenship		<input type="checkbox"/> City of Birth	
<input type="checkbox"/> Marital Status			

Scars, Marks, Tattoos

Data Quality Alliance

History

SN	User Comments	DQA Comments	Status Code	Create Date
1	Wrong Street Address	Under review	Open	4/18/2002

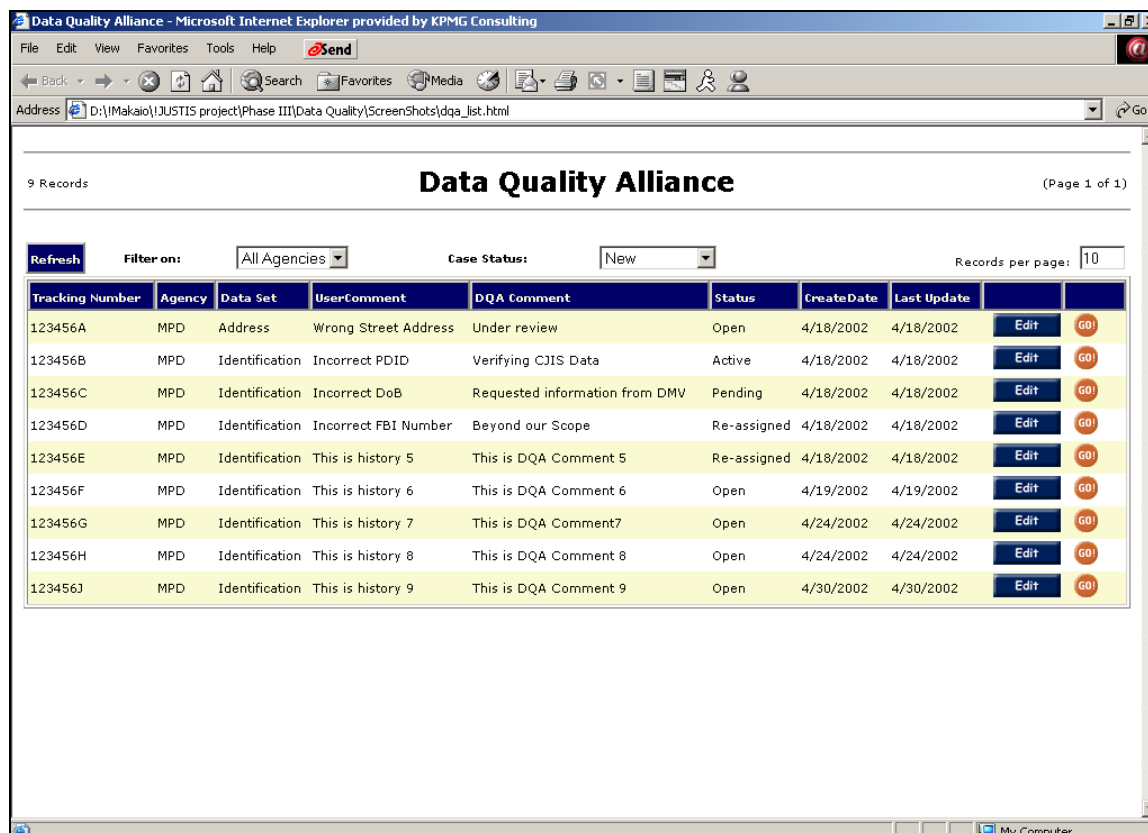
Figure 4 - JUSTIS Data Inconsistency Identification Prototype 2

As with the other alternative, a user would select data element(s) for review and enter any comments into the User Comment Area. After review the attendees determined that they preferred the second Identification Information format. Attendees stated the second format was and easier to understand and more efficient. They particularly appreciated the automatic population of data elements into the User Comment Area when the data elements are checked. It was suggested that a smart button should be installed to prompt users as to which data elements have been sent for review. This would preempt a duplicate issue from being submitted. It was noted that the history would display those data elements that have been submitted for review. After further discussion it was determined that the interface for the prototype presented was simplistic enough for users to easily navigate to the history section without being prompted.

Reporting of the Data Inconsistencies

The next prototype reviewed was the DQA portal. Vidyababu Kuppasamy of KPMG Consulting, Inc. explained the portal interface. Only the members of the Data Quality Alliance will access the Portal from the JUSTIS main page. This Portal will provide the members an opportunity to view those data inconsistency issues reported to their own agency as well as other agencies. Upon selecting the link for the DQA Portal, the system

will display those issues with a status of New that have been sent to the respective DQA. Initially each issue report will have a default status of New. The information contained in the Portal for each data inconsistency report includes the Tracking Number, the submitting agency, selected data element(s), any user comments, and the date the report was submitted. The screen shot below provides an initial design of the Portal.



Tracking Number	Agency	Data Set	UserComment	DQA Comment	Status	Create Date	Last Update		
123456A	MPD	Address	Wrong Street Address	Under review	Open	4/18/2002	4/18/2002	Edit	GO!
123456B	MPD	Identification	Incorrect PDID	Verifying CJIS Data	Active	4/18/2002	4/18/2002	Edit	GO!
123456C	MPD	Identification	Incorrect DoB	Requested information from DMV	Pending	4/18/2002	4/18/2002	Edit	GO!
123456D	MPD	Identification	Incorrect FBI Number	Beyond our Scope	Re-assigned	4/18/2002	4/18/2002	Edit	GO!
123456E	MPD	Identification	This is history 5	This is DQA Comment 5	Re-assigned	4/18/2002	4/18/2002	Edit	GO!
123456F	MPD	Identification	This is history 6	This is DQA Comment 6	Open	4/19/2002	4/19/2002	Edit	GO!
123456G	MPD	Identification	This is history 7	This is DQA Comment7	Open	4/24/2002	4/24/2002	Edit	GO!
123456H	MPD	Identification	This is history 8	This is DQA Comment 8	Open	4/24/2002	4/24/2002	Edit	GO!
123456J	MPD	Identification	This is history 9	This is DQA Comment 9	Open	4/30/2002	4/30/2002	Edit	GO!

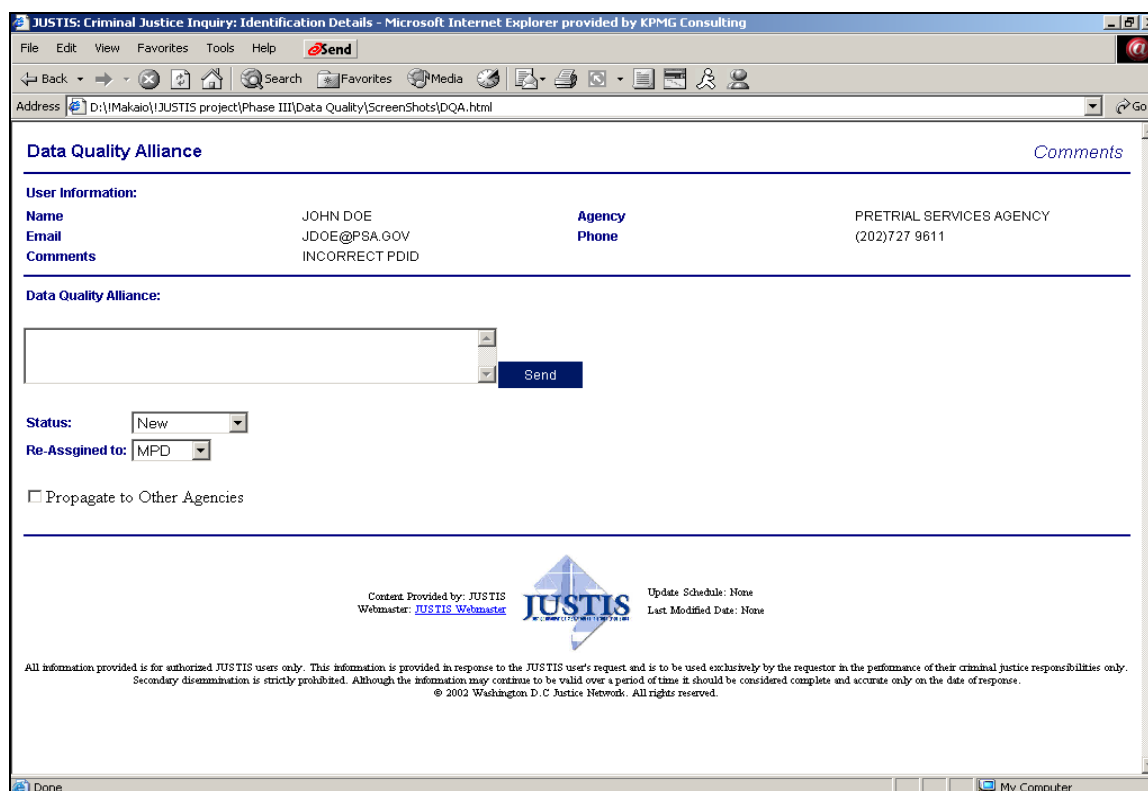
Figure 5 - JUSTIS Data Quality Reporting Prototype

DQA members will have the option to view submitted issues, according to the selected Case Status: New, Pending, Re-assigned, and Closed. The meeting attendees concluded that these would be acceptable statuses after a discussion was held on the statuses provided in the previous JAD session. DQA members may also view those issues submitted to other agencies by selecting the Filter On category. The JUSTIS Interagency Access Chart drives this option. The discussion group immediately recognized the necessity of a unique identifier for JUSTIS. The attendees astutely noticed how the system immediately displays new submissions by respective agencies. Vicky Smith from MPD, inquired if the system would have a sort feature so that a DQA can sort submissions by date. Mr. Kuppasamy responded that the DQA portal would have a sort feature similar to MS Outlook, where you can sort by From, Subject, and Received. He explained that a user would be able to select a heading in the DQA portal and the system would sort the line items according to the heading selected. There is a field for the DQA comments that

may be populated when an issue is being reviewed. From this Portal, the DQA member may take an issue under review by selecting the Edit button.

Resolution of the Data Inconsistencies

Mr. Kuppusamy of KPMG Consulting, Inc. previewed the process the members may undertake when reviewing and resolving the data inconsistency. Upon selection of the Edit button, a new window displays allowing the DQA to enter their comments. This is shown in the screen shot that follows:



Data Quality Alliance [Comments](#)

User Information:

Name	JOHN DOE	Agency	PRETRIAL SERVICES AGENCY
Email	JDOE@PSA.GOV	Phone	(202)727 9611
Comments	INCORRECT PDID		

Data Quality Alliance:

Status:

Re-Assigned to:

☐ Propagate to Other Agencies

Content Provided by: JUSTIS
Webmaster: [JUSTIS Webmaster](#)

Update Schedule: None
Last Modified Date: None

All information provided is for authorized JUSTIS users only. This information is provided in response to the JUSTIS user's request and is to be used exclusively by the requestor in the performance of their criminal justice responsibilities only. Secondary dissemination is strictly prohibited. Although the information may continue to be valid over a period of time it should be considered complete and accurate only on the date of response.
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Figure 6 - JUSTIS Data Inconsistency Resolution Recording Prototype

The DQA has the information supplied by the submitting user as well as their JUSTIS user information, in case the DQA requires additional information that may be provided by directly contacting the submitting user. A DQA Comments Area allows the DQA to enter any comments pertaining to the resolution, such as the data element has been changed or found to be accurate as displayed. When an issue is in the review process, the DQA would set the status to Pending. If the issue has been resolved, the status is set to Closed. Selecting the Send button updates the line record in the DQA Portal for that issue and populates the History for that issue. This allows the user to track the progress of submitted data quality issue reports.

A discussion topic from prior JAD sessions was brought up when Mr. Kuppusamy discussed the Propagate to Other Agencies check box. At issue was how to notify other DQAs that they might have received an inconsistent data element. The idea behind the check box is that when an issue is received by a DQA, that DQA has the option to send that issue to those DQAs (identified by the Interagency Access Chart) who might benefit from that information. Attendees felt that when data inconsistencies occur they usually involve more than one agency. This revelation spurred a discussion on how and when to inform other agencies about changes to data. A brainstorming session followed discussing the installation of Agency check boxes on the Identification form to inform multiple DQAs simultaneously when inconsistencies are found. Another option discussed was to have the check boxes displayed on the above window, permitting the DQA to inform other DQAs. It was decided to defer a decision on this item until the next meeting.

The meeting was concluded by wrapping up the discussion with the action items for the next scheduled meeting.

3.5 JAD Session #5

This meeting was the fifth of 5 scheduled Joint Application Design (JAD) sessions to discuss and develop the requirements for the JUSTIS Data Quality Alliance (DQA) functionality. The JUSTIS Implementation Team coordinated the JAD discussions and provided relevant materials.

Frank Nowicki, the DQA Chair, commenced the meeting with attendee greetings and introductions. Mr. Nowicki requested that Matthew Larsen of KPMG Consulting, Inc. recap the previous meeting. Mr. Larsen briefly reviewed the action items. The action items addressed were as follows:

3. *Member agencies should determine what data elements they are allowed to change.* This issue was addressed when Mr. Larsen provided the participants with a list of data elements. The attendees reviewed the list and stated whether or not an element is changeable and if their agency was the originator of a data element.
4. *Establishing the process to contact DQA's for data inconsistencies was the second action item discussed.* It was determined that the participants' preference was users should inform their own DQA and who would in turn inform the appropriate DQA members.
5. *Member agencies should determine the process for informing alliance members about data discrepancies.* It was determined that check boxes would be created on the User Information form to allow members to select those agencies to receive that issue. Upon selecting the send button that issue will be sent to the respective DQA.
6. *Members need to appoint a primary and /or secondary person to be their Agency Data Quality Alliance member who is responsible for data quality efforts.* After further review agency department heads will inform JUSTIS who will be appointed agency DQA.

Mr. Larsen revisited the DQA prototypes to finalize the information architecture and system development for the DQA Portal. Each of the three functional areas of the process was demonstrated. For the identification of data inconsistencies users will place a check mark next to the available data fields. He informed the attendees that the automatic population of the selected items into comment area would occur behind the scenes. To help users understand the purpose of the comment field members suggested to change the Identification Information Data Quality Alliance text input box to Additional Comments. Users are not required to enter comments in this box, but it is provided as an option for any comments that would be useful to the DQA in the review and analysis of the data inconsistency. The members of the JAD session agreed upon the functionality as it was demonstrated.

For the reporting for the data inconsistency, Mr. Larsen demonstrated the DQA Portal. As mentioned in the prior JAD sessions, this Portal will initially display all new issues submitted to a DQA upon accessing the Portal. The participants liked how new issues will be marked with a “New” indicator on the screen alerting them to recently submitted issues. The members present at the JAD agreed upon the functionality of the DQA Portal as a reporting mechanism.

The third and final component of the Data Quality Alliance prototype was demonstrated and Mr. Larsen discussed the proposed modifications to the User Information form. This form displays when a DQA selects the Edit button for a particular data inconsistency in the DQA Portal. The users agreed that agency check boxes would be displayed providing the DQA with an opportunity to forward that issue to the appropriate DQA(s) for review and resolution. The members present at the JAD session agreed to the methodology of the resolution process.

The JUSTIS Team asked the meeting attendees how long should closed issues remain in the Data Quality Alliance database. Debbie Grafton of Superior Court of the District of Columbia, declared that JUSTIS is venturing into an unknown realm and that closed issues should be held for one year. Ms Grafton also suggested that this issue should be revisited after six months from May 22, 2002. This will give the JUSTIS Team time to determine if a biyearly or quarterly data repository would be more suitable. **Attendees stated that the current JUSTIS training should be revised to include handling data inconsistencies, and that DQA’s should receive additional training since the new methodology represented a different business process.**

3.6 Summary of JAD Session Requirements

The Data Quality Alliance is designed with two necessary and dependent parts. The first part is comprised of the human infrastructure in place at the JUSTIS agencies required to support the data review and resolution process. The second part is comprised of the introduction new technology and a new business process. Each part was examined and discussed during the five Joint Application Design sessions in relation to the design and development of an automated process for the identification and resolution of suspected data inconsistencies. Section 4.2 Conceptual Data Quality Alliance provides information on the proposed business process.

Since a majority of the agencies currently have no defined business processes for the resolution of data inconsistencies, the formation of a formal Data Quality Alliance must occur prior to the implementation of the automated processes. It was noted that each agency would have to appoint a primary and/or a secondary Data Quality Alliance member who will be responsible for the review and resolution of data inconsistencies. The introduction of the new processes will be accompanied by DQA member training as well as some form of supplemental training for the entire JUSTIS user community.

The members of the JAD sessions discussed the implementation of an automated business process in terms of the following three core areas: Identification, Reporting, and Resolution. The first area, Identification, involves the selection of data elements that may be incorrectly displayed by the queried agency. The second area, Reporting, provides the DQA member with a platform to view those issues submitted to their agency. The third area, Resolution, provides the DQA member with a utility to review and update the status of an issue and to notify other agencies of a suspected data quality issue. As issues are reviewed and resolved, the comments entered by the DQA are displayed in the history section attached to each issue. This functionality provides the user with the ability to track an issue from submission to resolution.

The JAD sessions were attended by a majority of the Criminal Justice Coordinating Council agencies. The proposed business processes for the Data Quality Alliance cannot be implemented for the Department of Corrections due to the unique method JUSTIS accesses the agency's information. The JUSTIS Inquiry Application directly queries the Jail and Community Corrections System (JACCS) for the Department of Corrections and the data is displayed in their format. For this reason, the Data Quality Alliance functionality cannot be adopted to the Inquiry Application as it can for the other agencies. The Department of Corrections will have to be notified of data inconsistencies through emails directly between JUSTIS users and the Department of Corrections Data Quality Alliance member. No history will be maintained for this agency's data quality identifications, reports and resolutions. An alternative can be developed for the Department of Corrections, but this would involve a complete modification of the manner to which this agency contributes data to JUSTIS.

4. Data Quality Alliance Architecture

4.1 Business Process Methodology

The majority of JUSTIS agencies do not have a defined process to handle data correction within their agency. As data discrepancies arise, either from an internal source or outside the agency, an informal process occurs where the requesting party works with an employee at that agency to resolve that discrepancy. This process more often utilizes the telephone and e-mail and is not a standard operating procedure for any JUSTIS agency. The implementation of the Data Quality Alliance will standardize the methods JUSTIS users employ to identify and resolve data discrepancies. The business process flow charts provided in the following pages present a high level view of the Data Quality Alliance.

The central technical component for the implementation of this new business process is the District of Columbia Public Safety Tracking Number¹. The current environment for Justice agencies within the District of Columbia who utilize JUSTIS, provides an arena for the sharing of offender information across agency boundaries. Information is shared between agencies, yet it is difficult to track or link an offender across those agencies. A Tracking Number is a unique number providing a common link for tracking an individual through an entire criminal justice cycle. Currently, the assemblage of a complete record history requires a time consuming effort among criminal justice practitioners. The introduction of a tracking number into JUSTIS and hence into the operational systems of the member agencies provides two key benefits. One benefit is that justice practitioners will be able to follow an offender through their offense life cycle. The second benefit involves the business process for the Data Quality Alliance. JUSTIS users will identify data inconsistencies and submit issue reports to DQA members based upon the offender Tracking Number. The Tracking Number will be the primary key in the Data Quality Alliance database and will facilitate the process of data issue resolution.

¹ The design of the District of Columbia Public Safety Tracking Number is described in the document titled District of Columbia Public Safety Tracking Number Design Document.

4.1.1 DQA Identification Business Process Flow

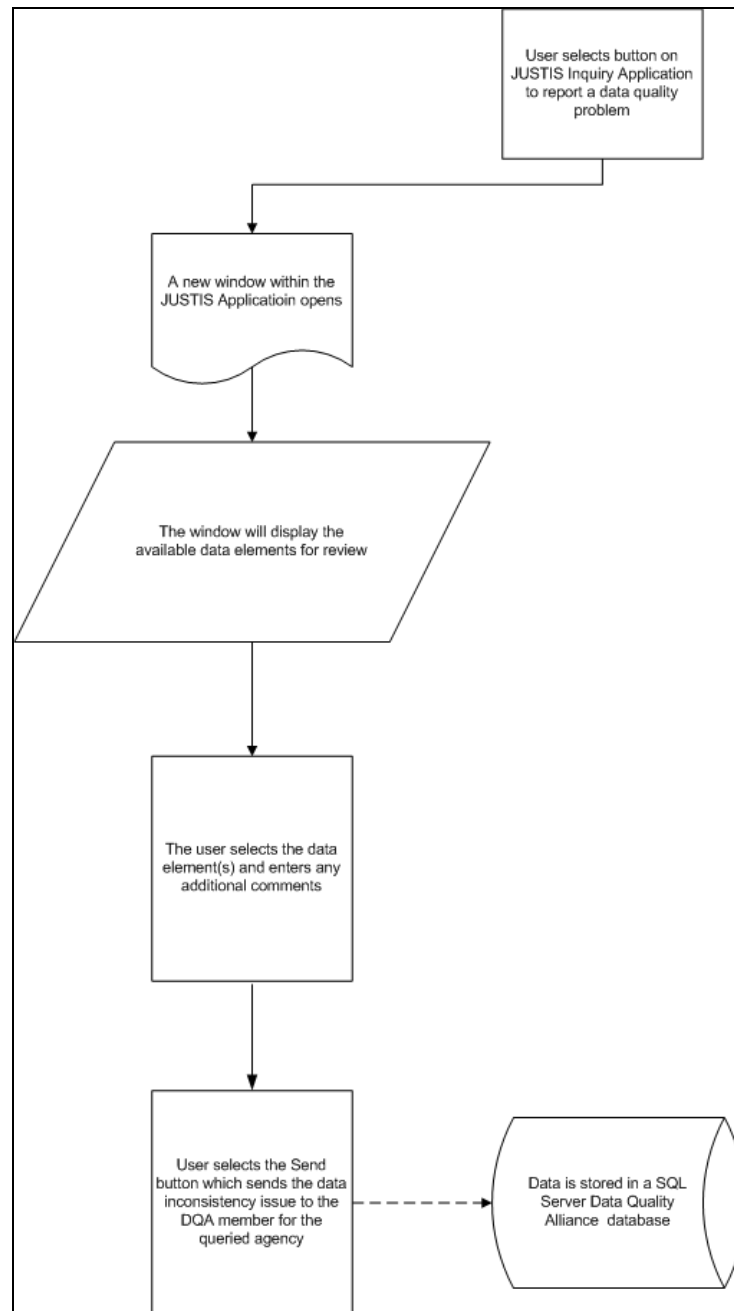


Figure 7 - Data Quality Alliance Identification Process

4.1.2 DQA Reporting Business Process Flow

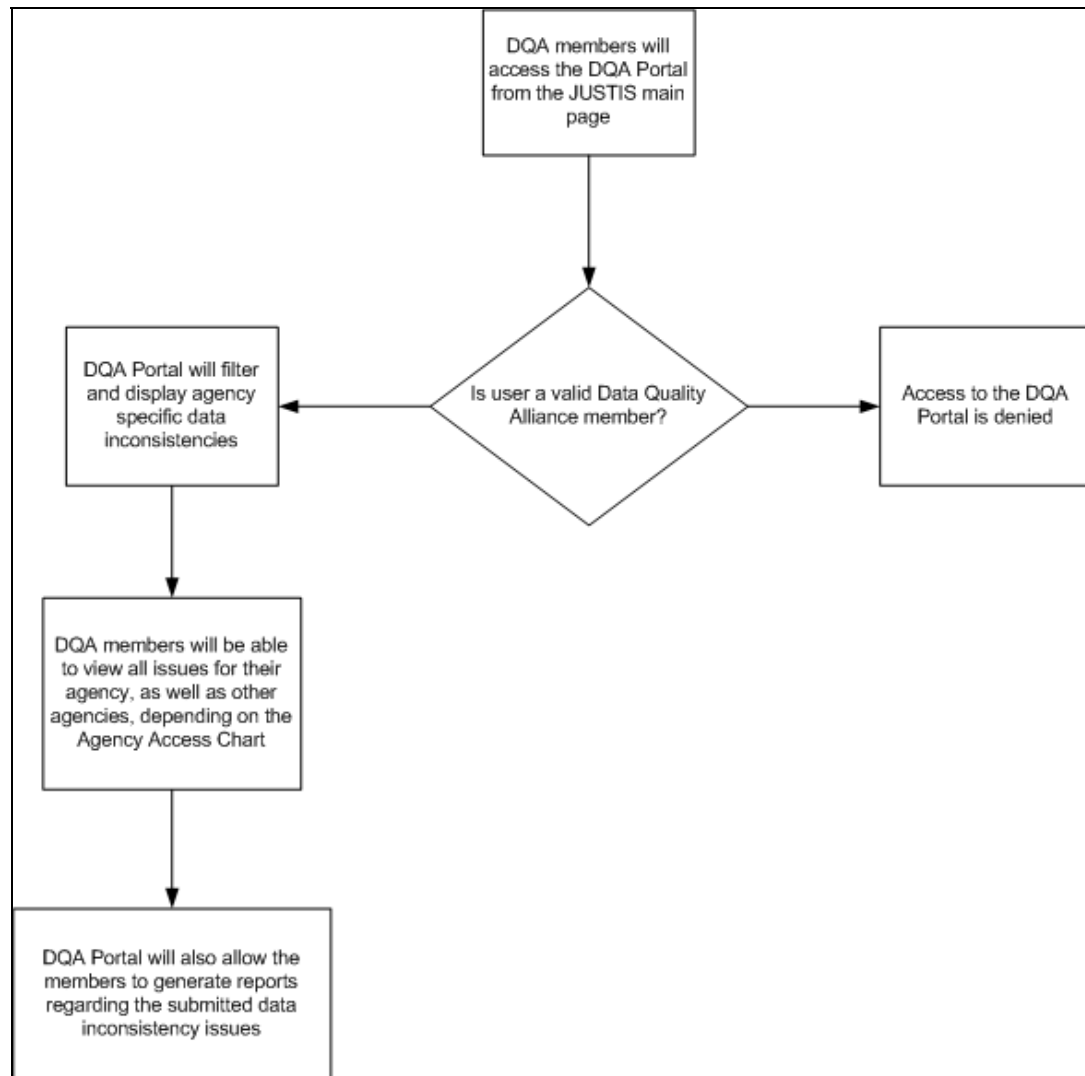


Figure 8 - Data Quality Reporting Process

4.1.3 DQA Resolution Business Process Flow

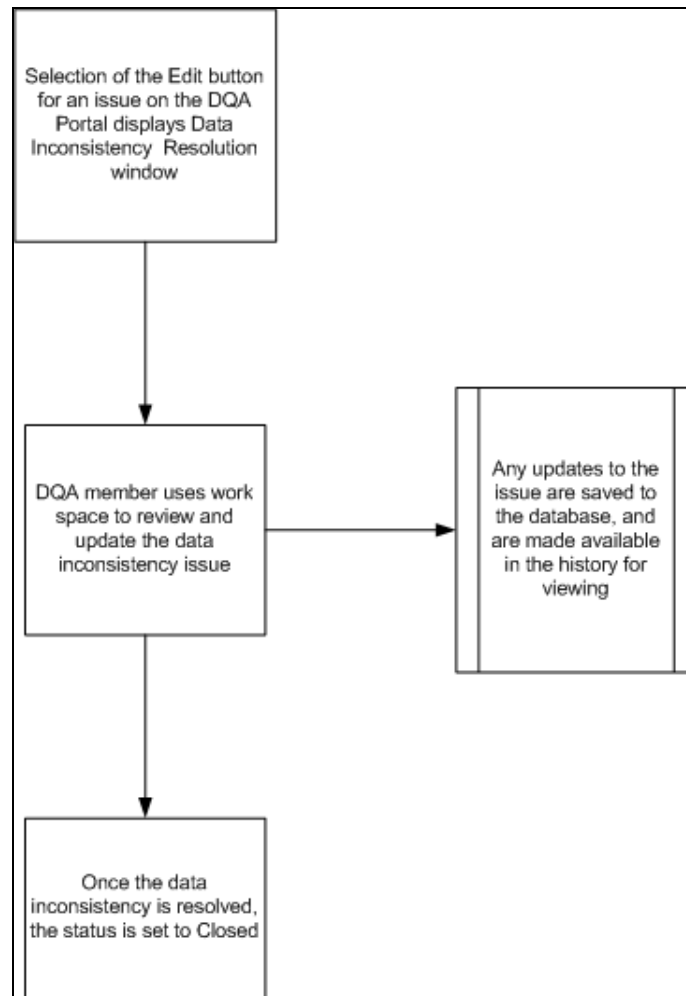


Figure 9 - Data Quality Resolution Process

4.2 Conceptual Data Quality Alliance

4.2.1 Functional Interface

The JUSTIS Inquiry Application will be modified to handle the identification of suspected data inconsistencies. The application will have a Data Quality Alliance (DQA) area located under the agency data results where the user may select a button to initiate the review of a data inconsistency. Two buttons will initially display one for “Send for DQA” and a second button for “View History”. Selecting the Send for DQA button will display a new window allowing the user to select those data

elements that appear to be inconsistent. Selecting the View History button displays the information relating to the submission of prior data inconsistencies for that particular agency in regards to the inquiry identifier(s). The screen shot below depicts the Data Quality Alliance area on the Inquiry Application.

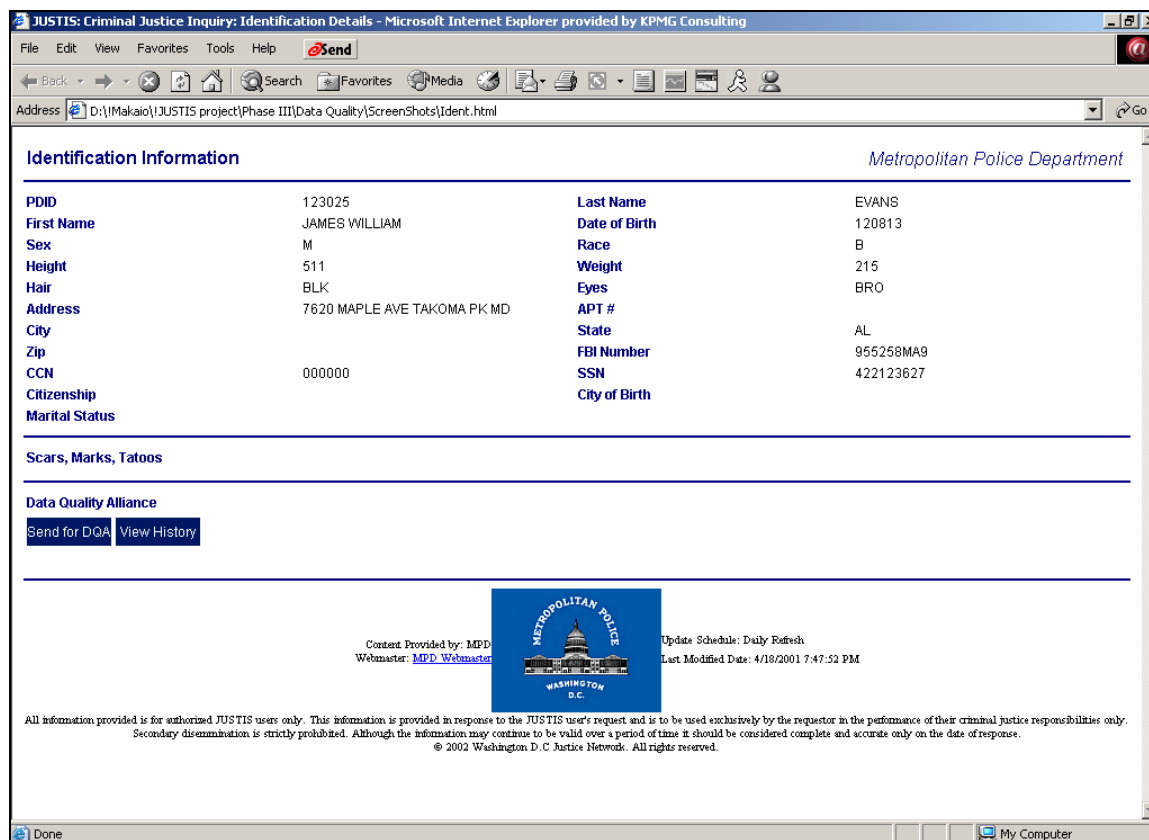
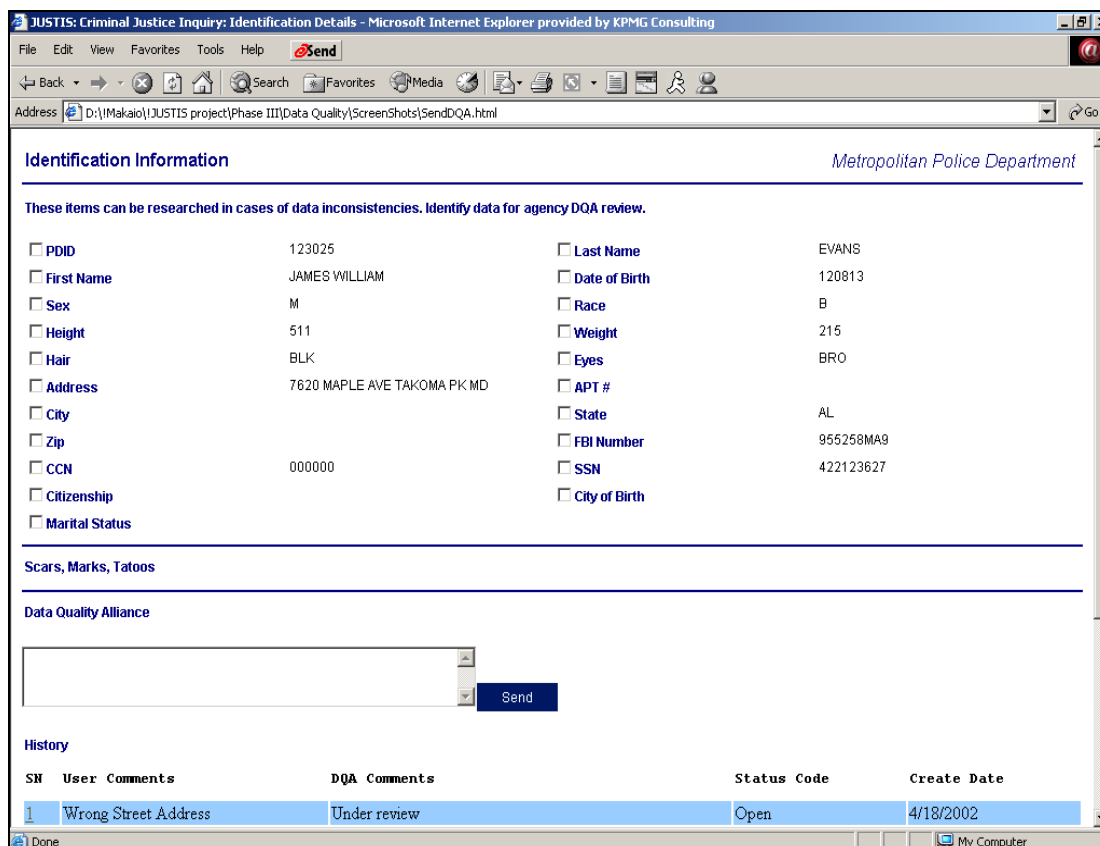


Figure 10 - Data Quality Alliance Initial Interface

4.2.1.1 Identification of Data Inconsistencies

Once a user identifies a data element that appears to be inconsistent with another agency and/or a data from their own agency, selecting the Send for DQA button displays a window enabling that user to identify those data elements for review. The DQA Identification window will look very similar to the original data results area, yet will only contain those data elements the agency has permitted users to submit DQA reports. The screen shot that follows illustrates the DQA Identification window.



Identification Information Metropolitan Police Department

These items can be researched in cases of data inconsistencies. Identify data for agency DQA review.

<input type="checkbox"/> PDID	123025	<input type="checkbox"/> Last Name	EVANS
<input type="checkbox"/> First Name	JAMES WILLIAM	<input type="checkbox"/> Date of Birth	120813
<input type="checkbox"/> Sex	M	<input type="checkbox"/> Race	B
<input type="checkbox"/> Height	511	<input type="checkbox"/> Weight	215
<input type="checkbox"/> Hair	BLK	<input type="checkbox"/> Eyes	BRO
<input type="checkbox"/> Address	7620 MAPLE AVE TAKOMA PK MD	<input type="checkbox"/> APT #	
<input type="checkbox"/> City		<input type="checkbox"/> State	AL
<input type="checkbox"/> Zip		<input type="checkbox"/> FBI Number	955258MA9
<input type="checkbox"/> CCN	000000	<input type="checkbox"/> SSN	422123627
<input type="checkbox"/> Citizenship		<input type="checkbox"/> City of Birth	
<input type="checkbox"/> Marital Status			

Scars, Marks, Tattoos

Data Quality Alliance

History

SN	User Comments	DQA Comments	Status Code	Create Date
1	Wrong Street Address	Under review	Open	4/18/2002

Figure 11 - Data Quality Data Inconsistency Identification Interface

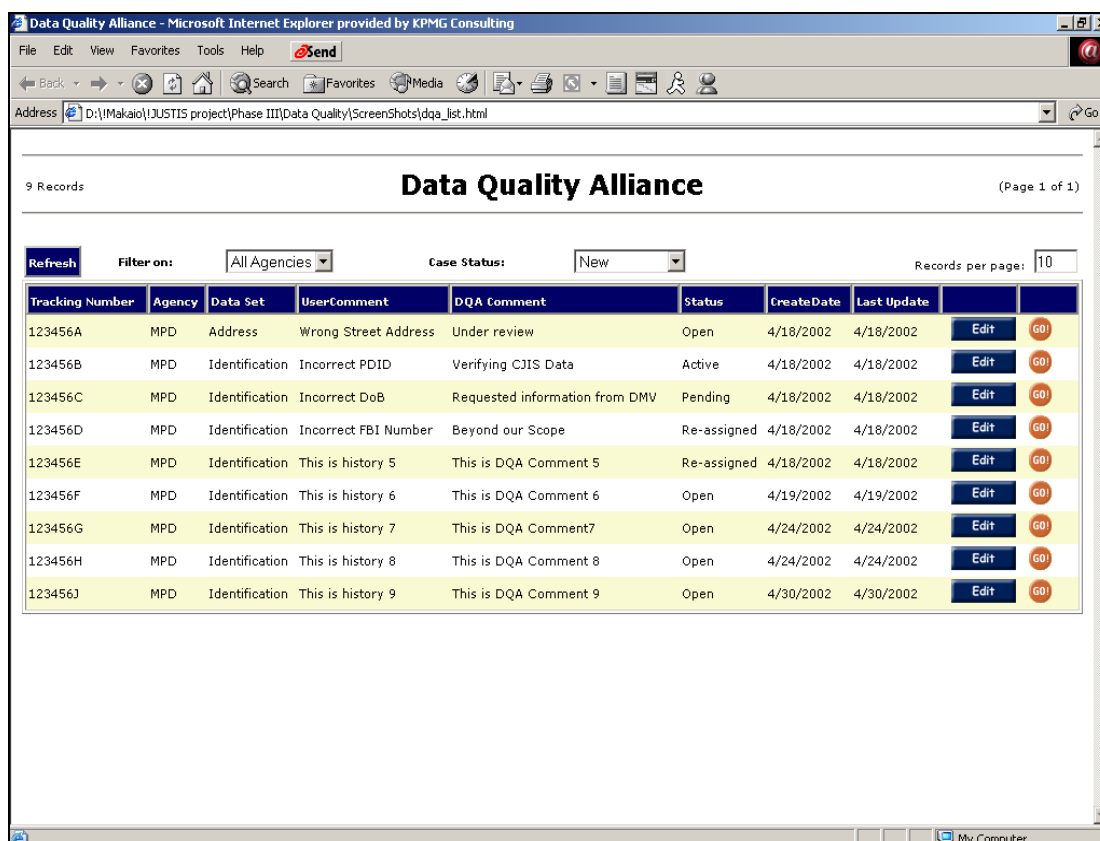
The user must select the data element(s) by placing a check mark in the appropriate check box. There will be an optional User Comments text box where the user may enter any comments pertaining to the data inconsistency which they feel will aide in the resolution process. Once the data elements are selected and if any comments have been entered, selecting the Send button will notify the appropriate Data Quality Alliance (DQA) member. Each issue will have an initial status of New and will be identified by a unique tracking number, the District of Columbia Public Safety Tracking Number. The data inconsistency issue will be sent to the DQA member for the agency they performed an inquiry on. For instance, in the above screen shot, the data inconsistency issue will be sent to the DQA member for the Metropolitan Police Department. If the Send button is selected without the inclusion of any data elements, the system will prompt the user to select a data element prior to sending the data quality issue. Once the Send button is selected, the user will be notified that the issue was submitted successfully through the inclusion of a Thank You message.

Located below the User Comments text box will be a history section that details prior submitted data elements. The history will display the last 5 (five) issues and a hyperlink will be provided to display more issues. The user comments, DQA comments, the status of the issue, and the create date will be displayed. The purpose of the history section is twofold. The primary purpose is to display

those data elements that have been submitted for review, preventing any duplicate data inconsistency reports being submitted. Secondly, the history section provides the user with the capability to track the submitted data inconsistency through the review and resolution process.

4.2.1.2 Reporting of Data Inconsistencies

The Data Quality Alliance Portal will handle the review and reporting of data inconsistency issues. The Portal will be accessible via a link on the JUSTIS main page that will have an access control for only DQA members. The screen shot below illustrates the initial design of the Portal.



Tracking Number	Agency	Data Set	UserComment	DQA Comment	Status	CreateDate	Last Update	Edit	Go
123456A	MPD	Address	Wrong Street Address	Under review	Open	4/18/2002	4/18/2002	Edit	Go
123456B	MPD	Identification	Incorrect PDID	Verifying CJIS Data	Active	4/18/2002	4/18/2002	Edit	Go
123456C	MPD	Identification	Incorrect DoB	Requested information from DMV	Pending	4/18/2002	4/18/2002	Edit	Go
123456D	MPD	Identification	Incorrect FBI Number	Beyond our Scope	Re-assigned	4/18/2002	4/18/2002	Edit	Go
123456E	MPD	Identification	This is history 5	This is DQA Comment 5	Re-assigned	4/18/2002	4/18/2002	Edit	Go
123456F	MPD	Identification	This is history 6	This is DQA Comment 6	Open	4/19/2002	4/19/2002	Edit	Go
123456G	MPD	Identification	This is history 7	This is DQA Comment7	Open	4/24/2002	4/24/2002	Edit	Go
123456H	MPD	Identification	This is history 8	This is DQA Comment 8	Open	4/24/2002	4/24/2002	Edit	Go
123456J	MPD	Identification	This is history 9	This is DQA Comment 9	Open	4/30/2002	4/30/2002	Edit	Go

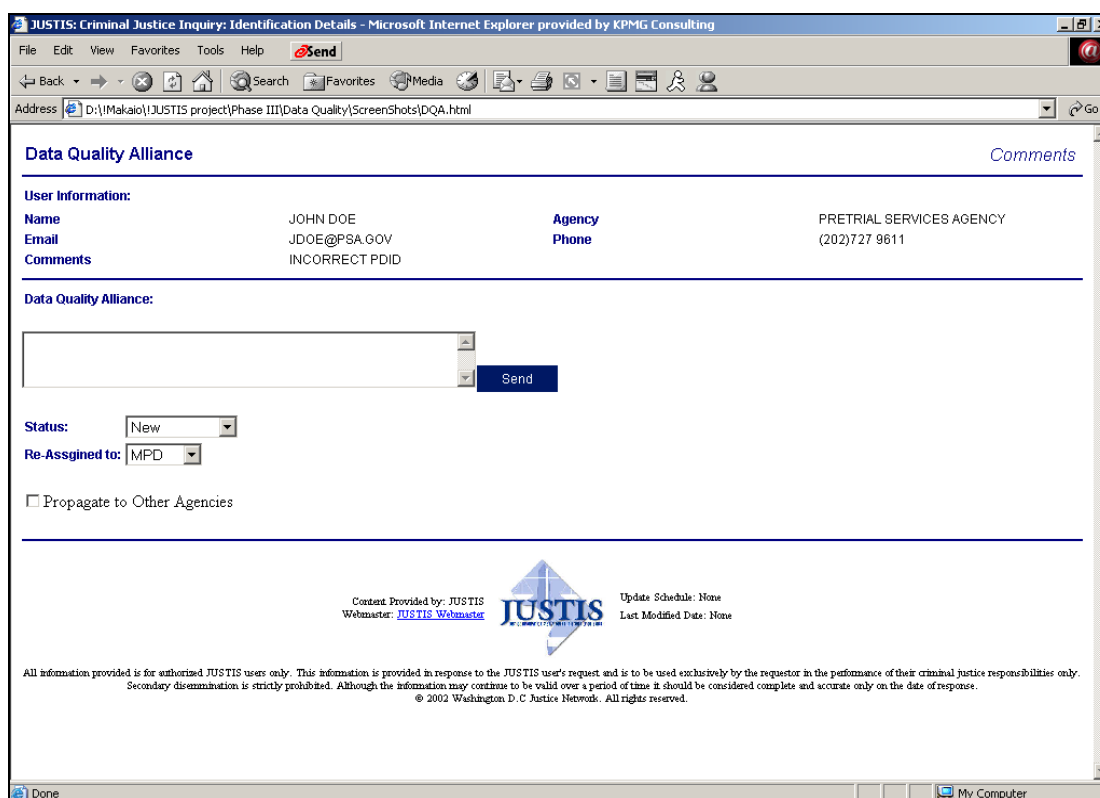
Figure 12 - Data Quality Alliance Data Inconsistency Reporting Interface

Upon entry to the Portal each DQA member will view only those issues that have been submitted to their agency. Issues will be filtered based upon Status with New issues appearing at the top of the list. Selecting the Case Status drop down will filter issues based upon the agreed upon values of Pending, Re-Assigned, and Closed. In addition the column headers will allow the DQA to sort the information by clicking once on the header. The Portal will display the

information submitted by the user during the identification process, in addition to subsequent comments made by the DQA for each issue. For New issues, the DQA comments field will not contain any comments until the DQA member has selected that issue for review and has manually updated the status.

4.2.1.3 Resolution of Data Inconsistencies

Selecting the Edit button for a particular data inconsistency issue will allow a DQA member to review that issue. The following screen shot illustrates the Data Quality Alliance Resolution window.



JUSTIS: Criminal Justice Inquiry: Identification Details - Microsoft Internet Explorer provided by KPMG Consulting

File Edit View Favorites Tools Help **Send**

Back Forward Stop Home Search Favorites Media Print Mail Link

Address <D:\Makalo\JUSTIS project\Phase III\Data Quality\ScreenShots\DQA.html> Go

Data Quality Alliance [Comments](#)

User Information:

Name	JOHN DOE	Agency	PRETRIAL SERVICES AGENCY
Email	JDOE@PSA.GOV	Phone	(202)727 9611
Comments	INCORRECT PDID		


Data Quality Alliance:

Send

Status: New

Re-Assigned to: MPD

☐ Propagate to Other Agencies

Content Provided by: JUSTIS
Webmaster: [JUSTIS Webmaster](#)

Update Schedule: None
Last Modified Date: None

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Done My Computer

Figure 13 - Data Quality Alliance Resolution Interface

The window contains two areas that enable the DQA to completely review and resolve the submitted data inconsistency issue. The top portion of the window contains the User Comments, i.e. what data elements are in question, as well as the name, agency, e-mail, and phone number of the submitting user. This information is supplied in case the DQA member needs to contact the user to obtain additional information pertaining to the data inconsistency. The lower portion of the window contains a work area for the DQA member.

This work area contains a DQA Comments text box, Status filter, Re-Assigned To filter, and Agency Cross Reference check boxes. The DQA Comments text box is a free form text box for the DQA member to note any comments relating to the review of the issue. As the issue goes through the review process, it may be necessary to save the information to the DQA database with any comments and an updated status of Pending. During the review process, it may also be necessary for the issue to be sent to another DQA for review. In this situation the DQA selects the status of Re-Assigned and selects the respective agency from the Re-Assigned To filter. Once the issue has been resolved, the status is set to Closed. Selecting the Send button will update the Data Quality Alliance database for this issue. The history for that issue will also be updated with any DQA Comments, Status, as well as Date of Last Update.

Depending on the circumstances of a data inconsistency issue, it may be necessary to involve or notify other agencies of the identified data element(s). JUSTIS agency check boxes are provided for DQA members to send an issue to the identified agencies. The Propagate to Other Agencies check box will be replaced with check boxes for the agencies available for notification. Once the agencies are identified and the Send button is selected, that issue will appear as a New issue for each agency DQA identified. These cross-referenced issues will be identified in a manner that alerts the various DQA members that it is an internally submitted issue.

4.2.2 Technical Interface

The JUSTIS architecture will be modified to support the addition of the Data Quality Alliance. This section provides the pertinent areas where the modifications will occur.

4.2.2.1 JUSTIS Main page

The Data Quality Alliance Portal will be accessible from the left navigation bar on the JUSTIS main page. A hyperlink will be placed in this area where authorized users will be able to access the Data Quality Alliance Portal.

4.2.2.2 Data Quality Alliance database

A separate high-end server will be dedicated to the Data Quality Alliance. Within this server will reside a MS SQL Server 2000 database that will store the

data quality alliance reporting history. This history will be indexed via the District of Columbia District of Columbia Public Safety Tracking Number².

The following table lists the data elements that will comprise the history records stored in the Data Quality Alliance (DQA) MS SQL Server 2000 database.

MS SQL Server database		
Column Name	Screen Name	Type
TrkNumber	Tracking Number	Numeric
Agency	Agency	Text
DataSet	Data Set	Text
UserComment	User Comments	Text
DqaComment	DQA Comments	Text
Status	Status	Text
CreateDate	Create Date	Numeric
LastUpdate	Last Update	Numeric
UserID	User ID	Text
Agency	Agency	Text
Email	Email	Text
BphoneNo	Phone	Numeric
FN	Name	Text
LN	Name	Text
MI	Name	Text

In order to display the user information in the DQA Resolution window, the DQA SQL Server 2000 database will be populated with information from more than one source. Specifically the table will be synchronized with the Users table and the UserAccess table in the JUSTIS Help Desk database.

² The District of Columbia District of Columbia Public Safety Tracking Number (Tracking Number) must be implemented by all participating agencies. The design of the District of Columbia District of Columbia Public Safety Tracking Number is described in the document titled District of Columbia Public Safety Tracking Number Examination Report. This document is included in Appendix 5.2.

5. Appendix

5.1 Agency Data Elements Subject to Modification

Court Services and Offender Supervision Agency - Identification Data				
Column Name	Screen Name	Type	Originating Agency	Changeability
DCDC	DCDC	Text	DOC	
LN	Last Name	Text	MPD	
FN	First Name	Text	MPD	
M_I	MI	Text	MPD	
DOB	Date of Birth	Text	MPD	
SEX	Sex	Text	MPD	
RACE	Race	Text	MPD	
FTD	FTD	Date	DOC	
PARSTATUS	Parole/Probation Status	Text	CSOSA	
PO_NAME	Name	Text	CSOSA	
UNIT_DESC	Unit	Text	CSOSA	
PO_PHONE	Phone	Text	CSOSA	
REL_DATE	Release Date	Text	CSOSA	
PDID	PDID	Text	MPD	
CASE_NO	Case	Text	DCSC	
DATE_SENT	Date Sent	Text	DCSC	
OFFDESC	Description	Text	DCSC	

Superior Court for the District of Columbia – Case Data				
Column Name	Screen Name	Type	Originating Agency	Changeability
case_no	Case #	Nvarchar	DCSC	Yes
Case_cletter	Count	Nvarchar	DCSC	Yes
Pdid	PDID	Nvarchar	MPD	Yes
Ln+Fn	Name	Nvarchar	MPD	Yes
Arn	Arrest #	Nvarchar	MPD	Yes
DLU	Last Update	Smalldate	DCSC	Yes
Ln	Last Name	Nvarchar	MPD	Yes
Fn	First Name	Nvarchar	MPD	Yes
Def_race	Race	Nvarchar	MPD	Yes
Def_sex	Sex	Nvarchar	MPD	Yes
Def_bdate	Date of Birth	Nvarchar	MPD	Yes
DI_barno	Lawyer Bar #	Nvarchar	DCSC	Yes
DI_name	Lawyer Name	Nvarchar	DCSC	Yes
Bw_issue_date	Issue Date	Nvarchar	DCSC	Yes
Bw_issuecode	Issue Code	Nvarchar	DCSC	Yes
Bw_ddate	Disposed Date	Nvarchar	DCSC	Yes
Bw_dcode	Disposed Code	Nvarchar	DCSC	Yes
Bond_code	Bond Code	Nvarchar	DCSC	Yes
Bond_date	Bond Posted Date	Nvarchar	DCSC	Yes
Bond_acode	Bond Action	Nvarchar	DCSC	Yes
Bond_adata	Bond Action Date	Nvarchar	DCSC	Yes
Bond_amount	Bond Amount	Numeric	DCSC	Yes
Appeal_date	Appeal	Nvarchar	DCSC	Yes

Superior Court for the District of Columbia – Case Data				
Column Name	Screen Name	Type	Originating Agency	Changeability
	Date			
Count_priority	Count	Nvarchar	DCSC	Yes
Chrg_code	<u>Charge</u>	Nvarchar	MPD	Yes
Ccr_no	CCR #	Nvarchar	MPD	Yes
Judge_name	Judge Name	Nvarchar	DCSC	Yes
Court_room	Court Room	Nvarchar	DCSC	Yes
Court_fdate	File Date	Nvarchar	DCSC	Yes
Plea_code	Plea Code	Nvarchar	DCSC	Yes
Plea_date	Plea Date	Nvarchar	DCSC	Yes
Trial_code	Trial Code	Nvarchar	DCSC	Yes
Judgement_code	Judgement Code	Nvarchar	DCSC	Yes
Judgement_odate	Judgement Date	Nvarchar	DCSC	Yes
Case_contype	Continued Type	Nvarchar	DCSC	Yes
Case_condate	Continued Date	Nvarchar	DCSC	Yes
Case_con_rcode	Continued Reason Code	Nvarchar	DCSC	Yes
Sentence_code	Sentence Code	Nvarchar	DCSC	Yes
Sentence_comcode	Comment Code	Nvarchar	DCSC	Yes
Sentence_ccode	Concur Code	Nvarchar	DCSC	Yes
Confine_per_from	Confinement Period	Nvarchar	DCSC	Yes
Confine_per_to	Confinement Suspended	Nvarchar	DCSC	Yes
Fine_amount	Fine Amount	Numeric	DCSC	Yes

Superior Court for the District of Columbia – Case Data				
Column Name	Screen Name	Type	Originating Agency	Changeability
Fine_suspended_amount	Fine Suspended	Numeric	DCSC	Yes
Confine_per_type1	Or Confinement	Nvarchar	DCSC	Yes
Alt_per_from	Alt Time Suspended	Nvarchar	DCSC	Yes
Restitution_amount	Restitution Amount	Numeric	DCSC	Yes
Probation_per_from	Probation Period	Nvarchar	DCSC	Yes
Probation_pertype	Type	Nvarchar	DCSC	Yes
Case_disp_date	Disposition Date	Nvarchar	DCSC	Yes
Case_disp_code	Other Disposition Code	Nvarchar	DCSC	Yes
Gj_actioncode	Grand Jury Action Code	Nvarchar	DCSC	Yes
Gj_date	Grand Jury Action Date	Nvarchar	DCSC	Yes

Metropolitan Police Department – Arrest Data				
Column Name	Screen Name	Type	Originating Agency	Changeability
ARN	Number	Text	MPD	Yes
PDID	PDID	Text	MPD	Yes
ARREST_DATE	Date	Text	MPD	Yes
ARREST_TIME	Time	Text	MPD	Yes
PSA	PSA	Text	MPD	Yes
DOB	Date of Birth	Date	MPD	Yes
RACE	Race	Text	MPD	Yes

Metropolitan Police Department – Arrest Data				
Column Name	Screen Name	Type	Originating Agency	Changeability
SEX	Sex	Text	MPD	Yes
ETHNICITY	Ethnicity	Text	MPD	Yes
CCN	CCN	Text	MPD	Yes
CHARGE_CODE	Charge Code	Text	MPD	Yes
CHARGE_TEXT	Charge Description	Text	MPD	Yes
VICTIM_AGE	Age	Text	MPD	Yes
VICTIM_SEX	Sex	Text	MPD	Yes
VICTIM_RACE	Race	Text	MPD	Yes
BOOKING_DATE	Booking Date	Text	MPD	Yes
BOOKING_TIME	Time	Text	MPD	Yes
BOOKING_LOC	Location	Text	MPD	Yes
LAST_UPDATE	Last Modified Date	Date	MPD	Yes

Metropolitan Police Department – Identification Data				
Column Name	Screen Name	Type	Originating Agency	Changeability
PDID	PDID	Text	MPD	Yes
LN	Last Name	Text	MPD	Yes
FN	First Name	Text	MPD	Yes
SSN	SSN	Text	MPD	Yes
CCN	CCN	Text	MPD	Yes
FBI	FBI Number	Text	FBI	Yes
ADDRESS	Address	Text	MPD	Yes
DOB	Date of Birth	Date	MPD	Yes
SEX	Sex	Text	MPD	Yes

Metropolitan Police Department – Identification Data				
Column Name	Screen Name	Type	Originating Agency	Changeability
RACE	Race	Text	MPD	Yes
HT	Height	Text	MPD	Yes
WT	Weight	Text	MPD	Yes
EYES	Eyes	Text	MPD	Yes
HAIR	Hair	Text	MPD	Yes
STATE	State	Text	MPD	Yes
APARTMENT_NO	APT #	Text	MPD	Yes
CITIZENSHIP	Citizenship	Text	MPD	Yes
SCARS	Scars, Marks, Tattoos	Text	MPD	Yes
MARITAL_STATUS	Marital Status	Text	MPD	Yes
CITY	City	Text	MPD	Yes
ZIP	Zip	Text	MPD	Yes
LAST_UPDATE	Last Modified Date	Date	MPD	Yes

Office of the Corporation Counsel – Attorney Contact Information				
Column Name	Screen Name	Type	Originating Agency	Changeability
Case/Docket Number	Case #	Text	DCSC	No
Attorney FN	Attorney's Name	Text	OCC	Yes
Attorney MI	Attorney's Name	Text	OCC	Yes
Attorney LN	Attorney's Name	Text	OCC	Yes
Attorney BPhone	Phone #	Text	OCC	Yes

Office of the Corporation Counsel – Attorney Contact Information				
Column Name	Screen Name	Type	Originating Agency	Changeability
E-mail (not originally specified on list)	E-mail	Text	OCC	Yes

Public Defender Service – Attorney Contact Information				
Column Name	Screen Name	Type	Originating Agency	Changeability
FirstName	Attorney's Name	Text	PDS	Yes
LastName	Attorney's Name	Text	PDS	Yes
Title	Title	Text	PDS	Yes
Address	Address	Text	PDS	Yes
RoomNumber	Address	Text	PDS	Yes
City	Address	Text	PDS	Yes
State	Address	Text	PDS	Yes
Zip	Address	Text	PDS	Yes
Phone	Phone #	Text	PDS	Yes
BarNumber	Bar #	Integer	DC Bar	No
E-mail	E-mail	Text	PDS	Yes

Pretrial Services Agency Data				
Column Name	Screen Name	Type	Originating Agency	Changeability
PDID	PDID	Text	MPD	Yes – Active/Closed
BAID Number	BAID Number	Integer	PSA	Yes – Active/Closed
Last Name	Last Name	Text	MPD subject to PSA	Yes – Active/Closed
First Name	First Name	Text	MPD subject to PSA	Yes – Active/Closed
DOB	DOB	Date	MPD subject to PSA	Yes – Active/Closed
Sex	Sex	Text	MPD subject to PSA	Yes - Active
Bace	BACE	Text	PSA	Yes - Active
Filedtd	File Date	Date	DCSC	Yes - Active
Docket	Docket Number	Text	DCSC	Yes - Active
Status	Status	Text	PSA	Yes – Active/Closed
Dispdt	Disposition Date	Date	DCSC	Yes - Active
RelType	Type	Text	PSA	Yes - Active
Releasedtd	End Date	Date	PSA	Yes - Active
Jobdate	Last Update	Text	PSA	Yes - Active
StartDate	Start Date	Date	PSA	Yes - Active
CSN	Child Sequence Number	Integer	PSA	Yes - Active
CKEY	CKEY	Integer	PSA	Yes - Active

United States Attorney Office for the District of Columbia – Case Information				
Column Name	Screen Name	Type	Originating Agency	Changeability
DOCKETNO	Case #	VARCHAR2	DCSC or USAO	No
NAME	Defendant Name	Text	MPD	No
ATTYNAME	Attorney's Name	Text	USAO	Yes
PHONE	Phone #	Integer	USAO	Yes

United States Parole Commission – Prisoner Data				
Column Name	Screen Name	Type	Originating Agency	Changeability
Reg	Reg #	Char	BOP	
PDID	PDID	Char	MPD	
FirstName	First Name	Char	MPD	
LastName	Last Name	Char	MPD	
FBI	FBI #	Char	FBI	
DCDC	DCDC #	Char	DCDC	
DateofBirth	Date of Birth	Datetime	MPD or PSA	
Race	Race	Char	MPD or PSA	
Jurisdiction	Jurisdiction	Char	USPC	

United States Parole Commission – Document Type Data				
Column Name	Screen Name	Type	Originating Agency	Changeability
Reg	Reg	Char	USPC	

United States Parole Commission – Document Type Data				
Column Name	Screen Name	Type	Originating Agency	Changeability
CreateDate	Create Date	Datetime	USPC	
DocTypeCode	Type	Char	USPC	
AddresseeCode	Addressee	Char	USPC	
DocumentName	Document Name	Char	USPC	

Youth Services Administration Data				
Column Name	Screen Name	Type	Originating Agency	Changeability
Youth Name	First Name/Last Name	Text	YSA	Yes (only for active case records)
Youth Alias	Alias	Text	YSA	Yes (only for active case records)
Current Address	Current Address	Text	YSA	Yes (only for active case records)
Ward	Ward	Text	YSA	Yes (only for active case records)
Date of Birth	DOB	Date	DCSC	Yes (only for active case records)
Social Security Number	SSN#	Text	DCSC	Yes (only for active case records)
Social File Number	Social File #	Text	YSA	Yes (only for active case records)
Race/Ethnic Origin	Race	Text	YSA	Yes (only for active case

Youth Services Administration Data				
Column Name	Screen Name	Type	Originating Agency	Changeability
				records)
Primary Language	Language	Text	YSA	Yes (only for active case records)
Date of Commitment/Court Order	DOC #	Text	YSA	Yes (only for active case records)
Parent/Guardian Information (name, address, phone #s)	Guardian Name	Text	YSA	Yes (only for active case records)
Youth's YSA/BCCS Case Manager and contact information	Case Manager	Text	YSA	Yes (only for active case records)
Youth's Current Placement	Placement	Text	YSA	Yes (only for active case records)